

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, May 16, 2017)**

*Generated by Sharon Ferris on Tuesday, May 16, 2017*

### **Members present**

Commissioner President James R. Guy  
Commissioner Michael L. Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor (Via Teleconference)  
Dr. Rebecca Bridgett, County Administrator  
Sharon Ferris, Recorder

### **1. WELCOME**

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center.

#### **Approval of Consent Agenda**

I move to approve the Consent Agenda, which includes the minutes of May 2nd & May 9th, 2017, and survey letters as presented (or amended).

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **2. PROCLAMATIONS**

Proclamations were presented for:

- A. National Transportation Week**
- B. Emergency Medical Services Week**
- C. Small Business Month Proclamation**

### **3. PRESENTATIONS**

**A. DEPT. OF LAND USE & GROWTH MANAGEMENT - HISTORIC PRESERVATION MONTH - Annual Awards Presentation**

Present: Grace Mary Brady, Historic Preservation Planner

The Commissioners and the Historic Planning Preservation Commission recognized Historic Preservation Month by presenting proclamations and gifts to the following recipients.

John Richard Knott and Shawn Knott, for a preservation service award for their 353 page book entitled *The Good Old Days on the Patuxent;*

Historic Sotterley for a preservation service award, for the creation of an unusual exhibit using its 19<sup>th</sup> century Corn Crib entitled “Land, Lives and Labor”;

Bachelor’s Hope, for a preservation project award for the renovation and preservation of the 1749 Georgian style home;

Town of Leonardtown for a preservation project award for saving the top of the water tower roof that was built in 1924 and using it to build the Pavilion roof at the Port of Leonardtown Public Park; and ,

Sheriff Timothy Cameron, Grace Mary Brady, Carol Moody, Linda Reno, Maryann Thompson and Jeffrey MacLane, for a preservation service award for their authorship of *AMERICA’S FIRST, A history of America’s Oldest Continuously Operating Sheriff’s Office.*

#### **4. MAIN AGENDA ACTION ITEMS**

##### **A. DEPT. OF FINANCE - Adoption of the FY2018 Budget**

**Present:** Jeannette Cudmore, Chief Financial Officer  
Patty Steigman, Deputy Finance Officer

Ms. Cudmore provided budget highlights of the FY2018 Operating Budget. The \$221,324,105 budget is \$842,918 less than the FY17 budget. The budget includes \$102,189,940 for the Board of Education; \$51,162,643 for County Departments and Elected Officials; \$38,575,373 for the Sheriff’s Office; \$11,255,230 Debt Service; \$5,953,334 for Retiree Health (County), Reserves & Other Costs; \$5,179,648 for other Boards and State Agencies; #4,207,365 for College of Southern Maryland; and \$2,800,572 for the Board of Library Trustees. The Real Property Tax Rate is reduced to \$.8478 per \$100 assessed value. A 10% senior tax credit for those that are 65 years old and has either lived in their home for at least 40 years or who are retired veterans is also included in the budget.

Motion #1 - I move to approve and execute the Revenue Ordinance for FY2018, which sets the tax rates.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

Motion #2 - I move to approve and execute the Appropriation Ordinance for FY2018, which identifies appropriations.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

Motion #3 - I move to approve and execute the Ordinance to Amend Chapter 223 of the Code of St. Mary's County, Maryland, development impact fee.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

Motion #4 - I move to approve the FY2018 budget, as set forth in the schedules and documents included in the submission, and execute the Budget Estimate page evidencing our approval of the itemized budget.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

Motion #5 - I move that we approve and execute the Ordinance to Amend Chapter 267 of the Code of St. Mary's County, Maryland to Grant a Tax Credit for Certain Elderly Individuals and Veterans.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

*Commissioner O'Connor's teleconference ended.*

**B. DEPT. OF ECONOMIC DEVELOPMENT** - Decision on Amendment to Chapter 254 of the Code of St. Mary's County, MD to Define an Agriculture Operation

**Present:** Chris Kaselemis, Director

A public hearing was held on May 2, 2017. One speaker, Jamie Raley, President of the St. Mary's County Farm Bureau, provided public testimony in favor of the proposed changes. No written responses were received for the public hearing or during the seven day comment period.

I move to adopt the proposed amendment to Chapter 254 of the Code of St. Mary's County, MD to define an agriculture operation.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

## **5. PUBLIC HEARING**

### **A. DEPT. OF ECONOMIC DEVELOPMENT - Rogers Drive Extended CDBG Project**

Commissioner President Guy opened the public hearing at 10:02 am.

**Present:** Chris Kaselemis, Director

In the late 1990s, the County signed an agreement with the Maryland Department of Housing and Community Development (DHCD) to use \$555,000, the proceeds from the sale of what was then known as the Skip Jack Property, to establish a small business revolving loan program to be administered by the St. Mary's County Community Development Corporation (CDC). Neither the MD DHCD nor the CDC wish to continue the loan agreement program so the state will allow the County to redirect the funds to a Community Development Block Grant eligible project. The CDC proposes to use the funds to construct a 350-foot road section to County road standards between Rogers Dr. and Willows Road.

Commissioner Guy opened the public hearing for public comments.

#### **Public comments given by:**

Viki Volk, 46940 S. Shangri La Dr., #7, Lexington Park, MD 20653

There were no others wishing to speak. Commissioner Guy closed the public hearing for public comment stating that the record would remain open for public comment for an additional seven days and closed the public hearing at 10:08 am.

## **6. COUNTY ADMINISTRATOR**

### **A. DRAFT AGENDA FOR MAY 23, 2017. THERE WILL BE NO MEETING OF THE CSMC ON MAY 30, 2017.**

**B. DEPT. OF ECONOMIC DEVELOPMENT** - Amendment to the Economic Development Commission's By-laws, Article VI, Section 1. Regular Meetings

I move to approve the recommended amendment to the St. Mary's County Economic Development Commission's By-laws, Article VI, Section 1. Regular Meetings to require quarterly versus monthly meetings of the Commission.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**C. DEPT. OF PUBLIC WORKS AND TRANSPORTATION** - Budget Amendment Leonardtown Library and Garvey Senior Center Project

I move to approve and authorize the Commissioner President to execute the Budget Amendment to combine Capital Projects PF-1601 and PF-1603 for the Leonardtown Library and the Garvey Senior Center into a new capital project PF-1610, Leonardtown Library and Garvey Senior Center.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**D. DEPT. OF RECREATION & PARKS** - Scope Change for CIP Project #RP1703 Great Mills Pool Structure

I move to approve the change in scope for Project #RP1703 Recreation Facilities & Park Improvements, Great Mills Pool replacement structure, from a permanent, steel-framed structure to an air-inflated "bubble" structure and authorize the Commissioner President to sign the budget amendment moving \$250,000 from the project to the FIN17 Reserve.

Motion by Commissioner Todd B. Morgan, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**E. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - Verizon Land Lease Reassignment**

I move to approve and authorize the Commissioner President to execute the Lessor Consent to Assignment between the St. Mary's County and InSite Towers.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**F. DEPT. AGING & HUMAN SERVICES - Maryland Department of Housing and Community Development Emergency Solutions Grant (ESG) Program Application for Federal FY2017 and State FY2018**

I move to approve the Emergency Solutions Grant application, project US1856, from the Maryland Department of Housing and Community Development on behalf of St. Mary's County Department of Aging & Human Services in the amount of \$145,000 to support the homeless shelters and services for St. Mary's County residents and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**G. DEPT. OF AGING & HUMAN SERVICES - Budget Amendment-Commission for Women**

I move to approve the budget amendment establishing budget authority, in revenues and expenses, for the \$3,981 related to the excess revenues collected over the amount budgeted for the Commission for Women's Annual Banquet to pay all related expenses, purchase educational materials, and contribute to the Jane Hale Sypher Scholarship Fund at the College of Southern Maryland, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

**7. COMMISSIONERS' TIME**

The Commissioners highlighted events attended over the past week and provided general comments.

## **8. EXECUTIVE SESSION**

### **MOTION TO ENTER INTO EXECUTIVE SESSION**

I move to enter into Executive Session for the purpose of discussing Personnel.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor

#### A. Personnel

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Human Resources  
Christine Fleming, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 10:45 am - 10:50 am

Purpose: To discuss personnel issues.

Closed Session (Legal) All or a portion of this session may be closed pursuant to Section 3-305(b)(1)(2)(3)(7)(8) of the General Provisions Article of the Annotated Code of Maryland

#### B. Personnel

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd M. Morgan, Commissioner

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 10:50 am - 12:15 pm

Purpose: To discuss personnel issues.

Closed Session (Legal) All or a portion of this session may be closed pursuant to Section 3-305(b)(1)(2)(3)(7)(8) of the General Provisions Article of the Annotated Code of Maryland

**9. ADJOURN**

The meeting adjourned at approximately 12:15 pm.

Minutes Approved by the Commissioners of St. Mary's County on 5/23/17

SLF  
Sharon Ferris, Senior Administrative Coordinator